

Seminole County

Classification Description

Classification Title: Certified Tradesworker

Class Code: 3300

EEO Code: G

FLSA: Non-exempt

Revision Date: April 2010

General Statement of Job

Performs detailed, advanced maintenance and repair work in County buildings. Coordinates the work of other Certified Tradesworkers and/or Associate Technicians.

Essential Functions

Essential Functions: *These are Intended only as Illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position.*

Performs skilled and highly technical building maintenance/repair tasks in adherence with code. Performs tasks in Electrical, Plumbing, Carpentry, Painting, or Masonry trade. Prepares detailed and accurate list of materials for jobs and projects.

Responds and takes action in emergency situations to prevent potential hazardous conditions. Performs cleanup and worksite restoration.

Supervises the work efforts of assigned personnel. Interacts with engineers and contractors in the performance of maintenance, repairs, and project tasks. Participates in projects as part of a work team.

Makes technical decisions. Maintains records and reports as required. Must follow safety procedures carefully at all time. Functions independently under administrative direction.

Additional Duties:

Performs other duties as assigned or as may be necessary.

Minimum Qualifications

Some college and 6 years experience required or equivalent combination of education and experience.

Special Requirements

Five years experience in one or more of the following areas: minor plumbing, carpentry, painting, concrete work, minor electrical, masonry, and general building maintenance. Trade Journeyman's

License desired, if applicable.

Ability to perform mathematical computations. Ability to carry out written or oral instructions.
Ability to operate various tools, both manual and power.

Technical Requirements

Florida Class E Drivers License.

Familiarity with automated office systems (Word, Excel, CMMS, etc.).

Ability to read basic blueprints.

Working Conditions

Typically works outside. Work environment may involve high dust, dirt, and grease. Work alone or in a group. Work performed in the field requires standing, kneeling, bending, stooping, and ability to climb 90 degree ladders over 30 feet high. Lifting or carrying of items weighing over 50 lbs.